



ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOMES MEETING
September 23, 2013
3:00 p.m. – 4:30 p.m.
L 201

To conform to the open meeting act, the public may attend open sessions

1. **CALL TO ORDER AND ROLL CALL**
2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
3. **OPEN COMMENTS FROM THE PUBLIC**
4. **APPROVAL OF MINUTES**
 - a. September 9, 2013
5. **REPORTS**
 - a. FPD: PLO assessment (9/16, 7-10 pm SSV 151),
 - b. Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel
6. **ACTION ITEMS**
 - a. Revised SLOs: AJ 101, AJ 109, AJ 110, AJ 208, **ASTR 101, BUS 101, BUS 105, CA 171, CA 182, ENGL 061, ENGL 095, ENGL 097, ENGL 099, ENGL 100R, ENGL 101, ENGL 102, ENGL 103, ENGL 111, ENGL 112, ENGL 113, ENGL 221, ENGL 222, ENGL 225, ENGL 227, ENGL 230, ENGL 231, ENGL 235, ENGL 236, ENGL 240, ENGL 242, ENGL 246, ENGL 250, ENGL 253, ENGL 256, ENGL 257, ENGL 259, ENGL 265, ENGL 279, ENGL 299, GEOG 101, GEOG 105, GEOG 106, GEOG 220, GEOG 222, GEOG 298A, GEOG 298B, GEOG 298C, HD 100, MATH 080, MATH 102, MGT 121, OT 201**
 - b. Revised PLOs: Associate in Art in English for Transfer (AA-T)
Associate in Art in English (Transfer and Non-Transfer)
 - c. New SLO: GEOG 110, World Regional Geography
 - d. New SLO: CA 183, Security Countermeasures
 - e. SLO/PLO Revision Instructions
7. **DISCUSSION ITEMS**
 - a. Assessment criteria
 - b. SLO Committee Goals Fall 2013-Spring 2014
 - c. Spring 2014 Welcome Back (1/31/2014)
 - d. SLO Committee name
8. **ADMINISTRATIVE BUSINESS**
 - a. **SLO-Related Events** – FPD: General pedagogical strategies (10/17, 7-10 pm, SSV 151)
Why grades are not enough (11/18, 7-10 pm, SSV 151)
9. **OTHER**
 - a. SLO Meeting dates for Fall 2013: 10/14, 10/28, 11/25
10. **ADJOURNMENT**

NON-DISCRIMINATION POLICY

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (1) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities, or events.



**ANTELOPE VALLEY COLLEGE
STUDENT LEARNING OUTCOMES MEETING**

**September 9, 2013
3:00 p.m. – 4:30 p.m.
L 201**

To conform to the open meeting act, the public may attend open sessions

| MEMBERS PRESENT | | | |
|-------------------------|--------------------|-----------------------------------|----------------|
| Dr. Fredy Aviles, Chair | Dr. Meeta Goel | Dr. Scott Lee | Wendy Stout |
| Stacey Adams | Dr. Glenn Haller | Dr. Tom O’Neil | William Vaughn |
| Leslie Baker | Diana Keelan | Melanie Parker | |
| MEMBERS ABSENT | | GUESTS PRESENT/EX-OFFICIO MEMBERS | |
| David Babb | Yvette Cruzalegui | | |
| Kimberly Covell | Dr. Bassam Salameh | | |

1. **CALL TO ORDER AND ROLL CALL**
The September 9, 2013 Student Learning Outcomes (SLO) Committee meeting was called to order at 3:23 p.m. by Dr. Fredy Aviles, Cochair.
2. **OPENING COMMENTS FROM THE SLO COMMITTEE CHAIR**
Dr. Fredy Aviles welcomed the committee members to the second meeting.
3. **OPEN COMMENTS FROM THE PUBLIC**
No comments from the public were made.
4. **APPROVAL OF MINUTES**
 - a. **August 26, 2013**
A motion was made and seconded to approve the minutes of the August 26, 2013 Student Learning Outcomes Committee meeting. After a brief moment, it was determined that discussion was not needed. Motion carried with two abstentions.
5. **REPORTS**
 - a. **Updates from the Department of Institutional Effectiveness, Research, and Planning – Dr. Meeta Goel**
Dr. Goel did not have any new updates but continues to grant access to Weave to requesting faculty.
6. **ACTION ITEMS**
 - a. **Revised SLOs: BUS 101, BUS 212, OT 101, OT 102, OT 105, OT 113, PSY 212, PSY 233, PSY 244, DM 103, DM 103L, DM 113, DM 113L, DM 115, DM 115L, DM 133, DM 133L, DM 203, DM 203L, DM 205, DM 205L, DM 213, DM 213L, DM 215, DM 215L, DM 233, DM 233L, ACCT 111, ACCT 113, ACCT 205. Agenda Amended and Approved to add: ESL 018, ESL 019, ESL 020, ESL 023, ESL 028, ESL 029, ESL 030, ESL 033, ESL 038, ESL 039, ESL 040, ESL 043, ESL 048, ESL 049, ESL 058, ESL 059, and PSCI 101**
A motion was made and seconded to approve action item 6a Revised SLOs. Dr. Aviles requested a motion to amend the agenda to include additional SLOs that were recently reviewed and meet all the requirements of a properly written SLO.

A motion was made and seconded to amend the agenda to add ESL 018, ESL 019, ESL 020, ESL 023, ESL 028, ESL 029, ESL 030, ESL 033, ESL 038, ESL 039, ESL 040, ESL 043, ESL 048, ESL 049, ESL 058, ESL 059, and PSCI 101. Motion carried.

Dr. Aviles also communicated to the committee that the paper SLO revision form continue to be submitted to the committee, however, ACCT 111, ACCT 113, ACCT 205 and PSCI 101 are the first SLOs approved through the CurricUNET revision process. After a brief moment it was decided that addition discussion was not necessary. Motion carried to approve item 6a as amended.

b. Anthropology AA-T PLOs

A motion was made and seconded to approve action item 6b New PLO for Anthropology AA-T. Dr. Aviles reminded the committee members that the PLO is in the agenda packet. Ms. Melanie Parker requested clarification on whether it was acceptable to list so many different assessment methods. Ms. Wendy Stout added that this topic was discussed in great detail last academic year and the committee agreed that since it is a new program, faculty do not know exactly how they will assess until they have students in the program. Dr. Aviles added that since this is the case, by listing many assessment methods, the discipline faculty are able to leave their options open but will likely submit a more specific PLO in the future. He also indicated that achievement targets are clearly noted and should always be listed on SLO/PLO forms. Motion carried.

c. PSY 200, Introduction to Research Methods in Psychology SLOs

A motion was made and seconded to approve action item 6c New SLO for PSY 200, Introduction to Research Methods in Psychology. Dr. Aviles indicated that assessment types and achievement targets are clearly noted.

Mr. Vaughn requested clarification on whether a numeric value is required for assessment. Dr. Aviles stated that faculty developed rubrics typically reflect a numeric value that would identify whether a student was successful or not. Mr. Vaughn has been working with the faculty on revisions to the English SLOs and the rubric does not have a second numeric value. Dr. Aviles stated an assessment rubric would also be needed to determine whether a student successfully met the requirements of the SLO. Additional comments were made but it was decided that more discussion is needed in this matter and since it is not an item on the agenda, it cannot be discussed further. Committee members agreed that this should return to a future agenda for a healthy discussion.

Dr. Aviles requested the committee members to further consider the SLO for PSY 200. After a brief moment it was decided that additional discussion was not needed. Motion carried.

7. **DISCUSSION ITEMS**

a. SLO/PLO revision process

Dr. Aviles notified the committee that the SLO/PLO links are fully functional in CurricUNET and they will begin receiving requests to approve SLO/PLOs. He reviewed the link in CurricUNET and asked committee members to relay this information to their divisions. Additional comments were made about the numeric assessment value but the topic will return to a later agenda. Diana Keelan request access to CurricUNET, Glenn Haller indicated his access may not include the SLO Rep approval as it does not appear in his list, and Stacey Adams requested clarity on how often she should check CurricUNET for approvals or will emails be sent. Melissa Jauregui stated that she would create access for all the representatives with proper approval access for the SLO committee members. She also indicated that CurricUNET does send out email notifications when approvals are needed but Academic Affairs also sends email to individual people when courses have set for too long in one particular step. Stacey Adams suggested that a notification be sent to all faculty establishing a deadline for COR / SLO revisions. Dr. Aviles said that he would prefer to send that email when the user document is updated and approved by the committee. Mrs. Adams felt that notification is necessary especially since the AP&P deadline is sometime in November and in order for course revisions to meet that deadline, the SLO needs to be approved sooner. After a brief discussion the committee agreed that the SLO/PLO revision deadline would need to be October 21, 2013 so that plenty of time is allowed for revisions, if necessary. Dr. Aviles agreed that an email needed to be sent as soon as possible.

b. Ground rules (copies)

Dr. Aviles circulated a document entitled "Fundamentals of Applying Consensus in Community College Committees" by Matthew C. Lee. He informed the committee that they are being asked to review this document and determine if it is necessary to establish specific ground rules for the Student Learning Outcomes committee. Dr. Aviles read sections of the document to the committee requesting input on whether consensus needed to be incorporated into the committee's rules. He reminded the committee members that consensus does not necessarily mean that all members fully agree on the chosen path but for the greater good of the college the particular path must be taken. Diana Keelen reminded the committee members of the fact that not so long ago the college was required to cut spending due to the budget crisis and some meetings were not as respectful as they could have been. She indicated that the ground rules are established for those unexpected moments. Dean O'Neil notified the committee that the Distance Education committee reviewed the document and basically

“threw it out.” After brief discussions, the committee as a whole felt that the recommendation to incorporate these ground rules is unnecessary as they are already a functioning respectful committee. Dr. Aviles thanked the committee for reviewing the document and stated that he would let the Senate know that at this time the SLO committee does not feel it is necessary to incorporate consensus into our ground rules.

c. SLO committee member responsibilities (attachment)

Dr. Aviles brought to the attention of the committee the SLO committee member responsibility document attached. He asked the committee to review the document and send any revisions to him. Stacey Adams felt that representatives are precluded from meeting the requirements of presenting at Welcome Back as the committee was not allowed to have its normal breakout sessions on that day. Dr. Aviles hopes that the Flex committee will be able to reinstate the usual SLO breakout sessions in the future.

d. SLO committee goals for fall 2013- spring 2014 (attachment)

Dr. Aviles also reviewed the attachment that outlined the SLO committee goals for Fall 2013 and Spring 2014. He stated that these are just a few that came to him but more can be added or the items listed can be revised. Ms. Leslie Baker stated that item 7 seemed like an urgent matter, which spoke to action plans being needed. Members of the committee were concerned that these goals would not be met unless the current vacancies are filled. Melissa Jauregui agreed to send a list of current vacancies to all members for review. The committee also felt that their name should be revised to be more inclusive of what the committee does. Dr. Aviles and Dr. Goel agreed to include that as an agenda item for a future discussion. Ms. Melanie Parker asked if the committee could discuss this item further before these are identified as the committee’s goals. The committee agreed that this would return to a future agenda. Ms. Melanie Parker also asked if Dr. Aviles took a group to the Flex meeting to discuss the importance of being included in the Welcome Back process. She indicated that in the past Aaron Voelker and Ted Younglove attended the meeting with her to make the case. Dr. Aviles stated that he filled out and submitted the required forms but did not attend the meeting.

e. SLO committee assessment method

A motion was made and seconded to table this item until the committee goals are agreed upon. Motion carried.

8. ADMINISTRATIVE BUSINESS

- a. **SLO-Related Events** – FPD: PLO assessment (9/16, 7-10 pm SSV 151), General pedagogical strategies (10/17, 7-10 pm, SSV 151), Why grades are not enough (11/18, 7-10 pm, SSV 151)

9. OTHER

- a. SLO Meeting dates for Fall 2013: 9/23, 10/14, 10/28, 11/25

10. ADJOURNMENT

A motion was made and seconded to adjourn the September 9, 2013 Student Learning Outcomes Committee meeting at 4:35 p.m. Motion carried.

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STUDENT LEARNING OUTCOMES



ANTELOPE VALLEY COLLEGE

COURSE SUBJECT & NUMBER: Geography 110

COURSE TITLE: World Regional Geography

- Institutional Learning Outcomes**
1. Analyze diverse perspectives from a variety of disciplines and experiences that contribute to the development of self-awareness.
 2. Value and apply lifelong learning skills required for employment, basic skills, transfer education, and personal development.
 3. Demonstrate a breadth of knowledge and experiences from the Humanities, Social and Behavioral Sciences, Arts, Natural Sciences, and Mathematics.
 4. Solve problems using oral and written communication, critical thinking and listening skills, planning and decision-making skills, information literacy, and variety of technologies.
 5. Demonstrate good citizenship and teamwork through respect, tolerance, cultural awareness, and the role of diversity in modern society.
 6. Identify career opportunities that contribute to the economic well being of the community.

Indicate, by number, the Institutional Learning Outcome(s) and Program Learning Outcome(s) each Student Learning Outcome will support. Specifically describe the assessment method(s) used to measure each outcome and the achievement target that will determine successful completion of the outcome. **Submit a signed copy of this form to the SLO Committee mailbox. Submit an electronic copy to mparker@avc.edu.**

| ILO | PLO | STUDENT LEARNING OUTCOMES | ASSESSMENT METHODS and ACHIEVEMENT TARGETS |
|-------|-----|---|---|
| 2,3,4 | N/A | Interpret spatial relationships and features on maps. | Multiple choice test questions about the location of political and physical features of the Earth as well as questions about geopolitical relationships. Assessment will be considered positive when 70% of students score at least 70% on the questions. |
| 1,3,4 | N/A | Explain the origins, spread, and development of nations and regions. | Multiple choice, short answer, and/or essay test questions on the creation of modern country boundaries, the spread of democracy, and post-WWII development projects headed by the World Bank. Assessment will be considered positive when 70% of students score at least 70% on the questions. |
| 1,3,4 | N/A | Compare and contrast major regions of the world with respect to their relative locations, natural environments, peoples, resources, economics, and contemporary problems. | Students will work on a project comparing the United States to a world region of their choosing. The project will be graded based on a faculty developed rubric. Assessment will be considered positive when 70% of students score at least 70% on the projects. |
| 1,3,4 | N/A | Discuss the relationships between cultures and the environment in creating landscapes and changing our environment. | Students will write a research paper on how a country markets its culture and natural environment to potential tourists. The project will be graded based on a faculty developed rubric. Assessment will be considered positive when 70% of students score at least 70% on the projects. |

Area Dean Approval: _____ Date: _____ SLO Committee Approval: _____ Date: _____

STUDENT LEARNING OUTCOMES



ANTELOPE VALLEY COLLEGE

COURSE SUBJECT & NUMBER: CA 183

COURSE TITLE: Security Countermeasures

- Institutional Learning Outcomes**
1. Analyze diverse perspectives from a variety of disciplines and experiences that contribute to the development of self-awareness.
 2. Value and apply lifelong learning skills required for employment, basic skills, transfer education, and personal development.
 3. Demonstrate a breadth of knowledge and experiences from the Humanities, Social and Behavioral Sciences, Arts, Natural Sciences, and Mathematics.
 4. Solve problems using oral and written communication, critical thinking and listening skills, planning and decision-making skills, information literacy, and variety of technologies.
 5. Demonstrate good citizenship and teamwork through respect, tolerance, cultural awareness, and the role of diversity in modern society.
 6. Identify career opportunities that contribute to the economic well being of the community.

Indicate, by number, the Institutional Learning Outcome(s) and Program Learning Outcome(s) each Student Learning Outcome will support. Specifically describe the assessment method(s) used to measure each outcome and the achievement target that will determine successful completion of the outcome. **Submit a signed copy of this form to the SLO Committee mailbox. Submit an electronic copy to mparker@avc.edu.**

| ILO | PLO | STUDENT LEARNING OUTCOMES | ASSESSMENT METHODS and ACHIEVEMENT TARGETS |
|-----|-----|--|--|
| 4 | | Identify and rank the significance of system security vulnerabilities. | Through hands-on analysis of an operating system, students will utilize vulnerability assessment software to identify and prioritize the five most significant security threats. Achievement target: 70% of the students assessed will successfully complete the task. |
| 4 | | Analyze and mitigate system security vulnerabilities | Through hands-on manipulation of a computer system, students will mitigate the five most significant security threats identified in the system. Achievement target: 70% of the students assessed will successfully complete the task. |

Area Dean Approval: _____ Date: _____ SLO Committee Approval: _____ Date: _____

SLO Committee Revision Process

SLOs and PLOs will be revised the same way courses and programs are revised in CurricUNET (a minimum of every 4 years). When you login to CurricUNET, you can click on “course” or “program” under **Build** in the left hand panel. If you select “course,” you will be able to select “create new course” or “revise course” under **Courses**. If you select “program,” you will be able to select “create new program” or “revise program” under **Programs**. When you make your selection, you will be able to search for the course/program by selecting the appropriate “Department/Discipline” and filling in the course/program information and clicking “ok.” You will then see the course/program listed in the center panel. Please click on the paper icon. You will then see the course/program listed under “Course/Program Review Proposal” in the center panel. Select the proposal type and click “next.” You will then have to enter the rationale for the proposal and click “next.” You will then see the “Course/Program Construction Menu” in the center of the page and the “Course/Program Checklist” on the left hand panel. If you are revising a course, “Student Learning Outcomes” are listed under “Additional Items” in the right hand panel. If you are revision a program you will see “Program Learning Outcomes” in the right hand panel instead. Click on the link to view your SLOs/PLOs. You will be able to make changes by clicking on the pencil icon. Please make sure you click “save” after you make the changes and then click “finish.” You can choose not to make any changes and just click “finish.” Note: you must click through and “finish” all required items on the right hand panel to submit your course/program. When you have “finished” all the items on the right hand panel under “course/program checklist,” you will have the option to submit the course/program. Please click the “submit” button on the left hand panel to do so.

Once the course/program is submitted, it will work its way through the approval process. SLOs/PLOs will eventually reach the SLO Committee area representative level of approval. The SLO Committee area representative shall review and approve SLO/PLO revisions or request that changes be made on CurricUNET. After the SLOs/PLOs are approved by the SLO Committee area representative, they will reach the level of approval of the SLO Faculty Co-chair. The SLO Faculty Co-chair will review the SLO/PLO revisions before bringing them to the SLO committee. The SLO Committee Faculty Co-chair may request changes before putting the SLOs/PLOs on the next regularly scheduled SLO Committee agenda. Once the committee meets, SLOs/PLOs may be approved in one of the following ways:

1) Minor Revisions or No changes: SLOs/PLOs that have remained unchanged or those with changes considered minor will voted on and approved on as a group during the SLO committee meeting. The SLO Committee Faculty Co-chair will indicate approval in CurricUNET after the meeting. Once SLOs/PLOs are approved, the relevant changes can be made in WEAVE so assessment can continue.

The SLO Committee defines a minor revision in the following way:

- A revision involving a change in the wording of the SLO/PLO but not its basic content.
- A change in the assessment method or achievement target of the SLO/PLO.
- A change in the number of SLOs/PLOs that still assesses the same basic content (e.g. 1 SLO is split into 2).
- Other changes in the SLOs/PLOs that does not necessitate a change in the course objectives.

2) Major Revision: Any changes to SLOs/PLOs considered a major revision or one requiring clarification will be brought to the committee for a full review. The SLO Committee Faculty Co-chair will indicate approval in CurricUNET after the SLOs/PLOs are approved during the SLO committee meeting. Note: the committee may grant approval, conditional approval pending certain changes, or require that changes be made to the SLOs/PLOs so they may be considered at a future meeting. Once SLOs/PLOs are approved, the relevant changes can be made in WEAVE so assessment can continue.

The SLO Committee defines a major revision in the following way:

- Any change required by a revision of course objectives or course content.
- Any change in basic content necessitated by review of poorly written SLOs/PLOs.

SLO Committee Goals for Fall2013-Spring 2014

1. Begin to change the campus culture from one of compliance to one of intentionality.
2. Successfully implement SLO and PLO revisions through Curricunet.
3. Raise level of integrated planning on campus.
4. Improve quality of action plans for programs and courses.
5. Create and post examples of effective pedagogical strategies that can be used for action plans.
6. Improve frequency and quality of PLO assessment.
7. Fill vacancies on SLO committee.
8. Increase awareness of forms and documents available on SLO Committee website.
9. Regularly assess effectiveness of SLO Committee.
10. Successfully integrate OOs (SSLOs and AUOs) into SLO Committee processes.